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# Tiger Daily: January 10, 2018

Fort Hays State University

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# Tiger Daily [January 10, 2018]

## Tiger Daily

Wed 1/10/2018 10:08 AM

To: Tiger Daily <TigerDaily@fhsu.edu>;

[This message has been automatically decrypted]



## ANNOUNCEMENTS

- [Email Encryption](#)
- [Skip the Line for Valentine's Day Dinner](#)
- [FHSU Kids Spirit Camp - \*\*Registration Open!\*\*](#)
- [Allied Health Department Seeks Obstetrical Models for Student Training](#)
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## EVENTS

### FUTURE EVENTS

- [Science Café presents: "Making Stars on Earth: Using Plasma Physics to Power the Future" - \*\*January 16; 7:00pm\*\*](#)
- [First Impressions Matter: A Customer Service Training - \*\*January 24; 8:30am to 12:00pm\*\*](#)

- **Advisor Training – Dates and Times Listed Below**
- **Cottonwood Festival Concert – January 27; 7:30pm**
- **Supervisor Bootcamp – February 7; 8:30am to 4:30pm**
- **2018 CASA of the High Plains Valentine's Event – February 10; 6:00pm**

## **ANNOUNCEMENTS**

### **Email Encryption**

**Did you know you can encrypt Outlook emails by putting [ENCRYPT] anywhere in the subject? Keep reading to learn more about email encryption!**

#### **What is encryption?**

Encryption is a secret code that only the sender and intended recipient are able to decipher.

The US Postal Service is a great analogy for email. Regular email that hasn't been encrypted is like sending a post card - everyone that handles the post card can read all of the information it contains. Encrypted email is like sending a sealed envelope. Everyone handling the envelope can see the information on the outside of the envelope, but they can't see the information inside.

#### **What types of information need to be encrypted?**

Sensitive information must be encrypted at rest (when stored on a computer, server, "The Cloud," flash drives, etc) and while in-transit (when moving across a network or the Internet). To go back to our Postal Service analogy, if you wouldn't put it on a postcard, you shouldn't put it in an unencrypted email.

You can read our Data Classification Policy here:

<http://www.fhsu.edu/policies/Data-Classification-Policy/index.pdf>.

The short version is, encryption is needed when sending:

- Financial information, including credit card numbers and bank account numbers
- Personal identification numbers, including Social Security Number, passport number, and driver's license number

- FERPA-protected student data
- HIPAA-protected medical information

## **Is Outlook email encrypted?**

Sometimes. Outlook email is always encrypted at rest. It is sometimes encrypted in-transit, but not every part of an email can be encrypted.

Outlook email through Office 365 uses what's known as opportunistic TLS encryption when sending email. This means it will attempt to establish a secure, encrypted connection with the server receiving the email. If the receiving server doesn't support encryption, Outlook will fall back to unencrypted email. To continue with our letter/postcard analogy, Office 365 will ask the receiving server if it has a letter opener. If it does, Office 365 will seal the message in an envelope. If it doesn't, Office 365 will send the message as a postcard. The person sending the email isn't told if an envelope or postcard is used.

## **So when is Outlook email encrypted?**

It's definitely encrypted when sent internally from one FHSU Outlook mailbox to another. There are other times when it's encrypted, but it's not easy to tell if an email will be encrypted before sending it. Remember that FHSU Outlook email addresses end in @fhsu.edu. Addresses that end in @mail.fhsu.edu go to Gmail, not Outlook.

## **What parts of an email are NEVER encrypted?**

To continue with the Postal Service analogy, the information on the outside of the envelope must be visible so the Postal Service knows where to send the letter. From address, To, Cc, Bcc, Subject, and filenames of attachments cannot be encrypted (these are on the outside of the envelope). The email body and the contents of attachments can be encrypted (these are on the inside of the envelope).

## **How can I make sure an email is encrypted?**

You can encrypt any email by simply adding [ENCRYPT] anywhere in the subject line. If the email is sent to another fhsu.edu Outlook address, it will be automatically decrypted for the person on the other side (they don't need to take any extra action). If the email is sent outside of our Outlook environment, the

person on the other end will need to login with a Microsoft account to view the email.

It is recommended that you use the [ENCRYPT] tag for all emails that contain sensitive information, even if they're only going to FHSU Outlook addresses. It's a good habit to establish, and it protects the data if someone forwards it outside of our Outlook environment.

Remember that the email's subject and the filenames of attachments can't be encrypted, so they should never contain any sensitive data.

### **Are people really reading my unencrypted email?**

Yes. Yes, they are.

### **But can't the government, foreign spies, or hackers from outer space break through the encryption and read my email?**

Maybe, but that doesn't mean we shouldn't make an effort to keep information private and secure.

**Questions?** Call or email Jessica States.

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## **Skip the Line for Valentine's Day Dinner**

Valentine's Day is right around the corner. You can avoid crowds and waiting at restaurants with tickets to a murder mystery dinner. The Criminal Justice Club is selling tickets to Murder @ Mardi Gras, scheduled for Saturday, February 3, at Thirsty's Grill & Pub.

The Mardi Gras themed semi-formal event features a cash bar, beginning at 6:00pm and available throughout the evening, and dinner at 7:00pm. Individual tickets are \$30 and couples tickets are 2/\$50. The ticket price includes admission, dinner, dessert, and entertainment. All proceeds will offset costs for Criminal Justice Club members to travel to Cleveland, Ohio in the spring to attend the national American Criminal Justice Association meeting and competition. Please keep us in mind as you think of a unique way to celebrate Valentine's Day, or simply for an enjoyable

night out. Please also feel free to share this information with your students, friends, and family.

Tickets can be purchased in the Criminal Justice Department in Rarick 233 or at Thirsty's Grill & Pub. We are also happy to deliver tickets in the local area. We accept cash and checks (made out to "Criminal Justice Club"). Contact Kweilin Lucas ([ktlucas@fhsu.edu](mailto:ktlucas@fhsu.edu)) or Tamara Lynn ([tjlynn@fhsu.edu](mailto:tjlynn@fhsu.edu)) with questions or to request tickets.

We hope to see you there. Thank you for your support!

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## **FHSU Kids Spirit Camp - Registration Open!**

The FHSU Cheer team and FHSU Tiger Debs have joined up to create an all-day spirit camp experience for Tiger fans from Preschool through 8th grade. Participants will learn routines, stunting, dance technique, tumbling, and more!

Camp will take place on Monday, January 15 (MLK Day) from 8:30am to 4:00pm, participants will get to perform at the Men's Basketball halftime on January 20.

For more information and to register click on this link: <https://goo.gl/forms/uvO9fChDkusT3QaZ2>.

*For any questions, contact [lnsolzman.se@fhsu.edu](mailto:lnsolzman.se@fhsu.edu). GO TIGERS!*

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## **Allied Health Department Seeks Obstetrical Models for Student Training**

The Allied Health Ultrasound program is seeking expecting women from campus and the community willing to serve as a scan model for training students. Each ultrasound scan is supervised by a certified sonographer that works with the students to learn the proper mechanics of scanning. Each scan will take about one hour. There is no charge. There is no official report reading from a physician generated. Requirements to volunteer, are that the expecting mother is between 20

and 40 weeks at their scheduled scan time, the mother cannot be considered to be in a high risk pregnancy, and must have physician permission. Ultrasound appointments will be set up for Tuesday early afternoons or Wednesday mornings.

For those interested or if you know someone who might be interested, please contact Jennifer Wagner at [jrwagner@fhsu.edu](mailto:jrwagner@fhsu.edu) for more information.

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## Chartwells: Flexi Cash and Dining Dollars

*If you currently have a prepaid plan, i.e., flexi cash, or a resident dining meal plan with Dining Dollars included, please read the following:*

As per State of Kansas tax regulations, Chartwells is now required to add sales tax to purchases made with a prepaid meal plan dollars (i.e. flexi cash and dining dollars). While credit, debit, and cash purchases were already being taxed, flexi cash and dining dollars were not. Effective January 2, 2018, Chartwells will begin charging 8.75% to each prepaid declining balance meal plan.

*Any questions or concerns please contact: Amila Ramanayake, Dining Director | 785-628-4731 or Dr. Teresa L. Clouch, Assistant Vice President for Student Affairs | (785) 628-5824.*

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## Encore Series: Spring Ticket Packages

Excited about any of the Encore shows this spring? Purchase a spring ticket package and lock in your seats before individual shows go on sale! Spring ticket packages are currently available and represent a 20% discount on the value of individual show tickets.

Spring shows include:

- The Wizard of Oz (The Musical) – February 1
- Dance Theatre of Harlem – February 6
- The All Hands on Deck! Show – March 9

- William Shakespeare's Long Lost First Play – April 5
- Cinema Vivant – April 25

All shows begin at 7:30 PM and take place in the Beach/Schmidt Performing Arts Center. Tickets packages can be purchased at the Memorial Union Student Service Center, by calling 785-628-5306 or by visiting [www.fhsu.edu/encore](http://www.fhsu.edu/encore). Packages for the general public are \$130 reserved and \$115 unreserved; for seniors packages are \$120 reserved and \$105 unreserved, packages for children ages 5-17 are \$80 reserved and \$65 unreserved; and for FHSU students with a Tiger Card, packages are \$60 reserved and \$50 unreserved.

*Questions? Please contact Jacob Ternes at [jaternes@fhsu.edu](mailto:jaternes@fhsu.edu).*

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## Writing Center: Class Visits

At the Writing Center, we work with undergraduate and graduate students on any writing project at any stage in the process. We are also happy to work with faculty and staff.

Please let us know if you would like to schedule a visit from one of our representatives.

We offer two kinds of visits:

1. Introduction to Services: We will discuss our services, show students how to register and make an appointment, and emphasize the benefits of multiple writing center sessions.
2. Workshops: We have a few readymade workshops (e.g., APA, introduction to scientific writing) and may be able to consult with you to offer a brief workshop specific to your needs.

If you would like to schedule a Writing Center visit, please contact Dr. Amanda Fields at [ajfields@fhsu.edu](mailto:ajfields@fhsu.edu) and provide the following information: date, course or event, instructor or organization, location, time, number of participants, and specific request.



## EVENTS

### Science Café presents “Making Stars on Earth: Using Plasma Physics to Power the Future”

Tuesday, January 16; 7:00pm

Gella's Diner

Inspired by stars, fusion energy promises a virtually inexhaustible source of clean power. This talk will discuss how plasma physics is used to create some of the hottest materials ever seen on earth and the progress towards realizing fusion reactors.

Benjamin Faber, Department of Physics, University of Wisconsin-Madison

JANUARY 16, 2018

7:00 PM

GELLA'S DINER, 117 EAST 11TH STREET

HAYS, KS 67601

Sponsored by Science and Mathematics Education Institute

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### First Impressions Matter: A Customer Service Training

Wednesday, January 24; 8:30 a.m. to 12:00 p.m.

Pioneer Room, Memorial Union, FHSU

Find out more about how your department or organization can secure a competitive advantage through customer service by joining the Management Development Center for our most-requested workshop, “*First Impressions Matter: A Customer Service Training.*”

This training will assist participants in implementing a service culture within their organization. The workshop will also help develop individual professional and personal aptitudes in the areas of customer service, telephone etiquette, communication/listening, written and email communication.

As FHSU faculty and staff, your registration fee is complimentary, thanks to your FHSU Vice President! Limited funding is available annually per division.

Due to overwhelming response from the Academic Affairs division, the original allotment of funds was used. However, thanks to Dr. Briggs' continued support of professional development, he has generously agreed to extend the original amount. These additional funds for Academic Affairs are available on a first come, first serve basis.

Registration can be completed by calling Hannah Hilker, (785)-628-4121 or online at <https://webapps.fhsu.edu/MDC2.0/Default.aspx>.

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## Advisor Training

### Dates and Times Listed Below

The Academic Advising and Career Exploration Center offers certificates for academic advisors each semester. The two remaining sessions for the ADVISING SPECIAL POPULATIONS CERTIFICATE have been included below. The remaining NACADA Web Events have been included below as well.

If you have attended sessions in the past and need to know which sessions you have left to receive your certificate, please email [advising@fhsu.edu](mailto:advising@fhsu.edu) for assistance with your name and department.

**NOTE:** This is open to both faculty and staff. Please feel free to bring your lunch to the session.

**RSVP:** Please **RSVP** to [advising@fhsu.edu](mailto:advising@fhsu.edu) or **785-628-5577** to let us know which session(s) you will be attending. We will send you a calendar entry that you will need to Accept and Send the Response Now. This will allow us to have the appropriate number of handouts.

### Advising Technology Certificate

This certificate will provide academic advisors with information related to the primary technology applications utilized to support academic advising at FHSU. Participants need to bring their laptop with them for each session.

Tuesday, January 30, 12:00-1:00 PM, TigerTracks, Memorial Union: Trails Room

Thursday, February 8, 12:00-1:00 PM, TigerEnroll, Memorial Union: Pioneer Room

Thursday, February 15, 12:00-1:00 PM, Online Advising Notes, McCartney Hall: Room 104

Tuesday, February 27, 12:00-1:00 PM, Tiger Early Alert, Memorial Union: Pioneer Room

### **Career Advising Certificate**

This is a great professional development opportunity for those interested in effectively providing career advising to their advisees, gaining an understanding of how the career exploration process works in AACE and role of the UNIV 100 Majors and Career Exploration course. Enrollment in the program is limited to 20 participants. Participants need to bring their laptop with them for each session.

Tuesday, March 27, 12:00-1:00 PM, Plan B, Memorial Room: Trails Room

Tuesday, April 3, 12:00-1:00 PM, MyMajors, Memorial Room: Pioneer Room

Tuesday, April 10, 12:00-1:00 PM, TypeFocus Personality, Memorial Room: Trails Room

Tuesday, April 17, 12:00-1:00 PM, StrengthsQuest, Memorial Room: Trails Room

### **Advising Special Populations Certificate**

This certificate will provide information on working with the diverse needs of our students. Whether you are currently advising students in the population or not, you will gain information that can assist you. Participants must attend each session to receive the certificate. Advising Student Athletes and Advising International Students were offered in the fall. The following are dates for the spring sessions.

Tuesday, March 13, 12:00-1:00 PM, Advising Transfer Students, Memorial Union: Pioneer Room

Tuesday, February 13, 12:00-1:00 PM, Advising Students with Disabilities, McCartney Hall: Room 104

Building Advisor Competency Series (3 fall sessions, 4 spring sessions). This series is produced by NACADA: The Global Association for Academic Advising.

### **NACADA Web Events**

Thursday, February 1, 1:00-2:00 PM - Building Advisor Competency: Conceptual

Understanding Component, Memorial Union: Smoky Hill Room

Tuesday, March 6, 1:00-2:00 PM - Building Advisor Competency: Informational Knowledge Component, Memorial Union: Trails Room

Wednesday, April 4, 1:00-2:00 PM - Building Advisor Competency: Relational Skills Component, Memorial Union: Smoky Hill Room

Wednesday, May 9, 1:00-2:00 PM - Using the Academic Advising Core Competencies Model to Create an Action Plan for Professional Growth and Development, Memorial Union: Pioneer Room

*Questions should be directed to [advising@fhsu.edu](mailto:advising@fhsu.edu).*

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## **Cottonwood Festival Concert**

Saturday, January 27; 7:30pm

FHSU Beach/Schmidt Performing Arts Center

Cottonwood Festival Concert, 7:30 p.m. Saturday, Jan. 27 at FHSU Beach Schmidt Performing Arts Center. This string chamber music festival will feature FHSU and guest artists performing works of Elgar and Schoenberg. Artists include Véronique Mathieu, violin; Evgeny Zvonnikov, violin; Rodolf Haken, viola; Sadikov, viola and conductor; Sunnat Ibrahim, cello; Cline, cello; and Ravitskaya, piano. A pre-concert talk offered by Cline and Sadikov will start at 7 p.m. This concert and the Cottonwood Festival are sponsored by a generous donation from Claire Matthews. The post-concert reception is sponsored by Cathy's Breads. Tickets are available in the lobby 30 minutes prior to the concert, or in advance at the Hays Convention & Visitor's Bureau or online by contacting us at [hayssymphony@fhsu.edu](mailto:hayssymphony@fhsu.edu).

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## **Supervisor Bootcamp**

Wednesday, February 7; 8:30 a.m. to 4:30 p.m.

Stouffer Lounge, Memorial Union, FHSU

Join the Management Development Center (MDC) for Supervisor Bootcamp, facilitated by Dr. Seth Kastle (Leadership Studies) & Ms. Sabrina William (MDC). Following the introduction of the five fundamental supervisory skills, participants

will use theory & application to practice each skill set. Tools will be introduced to equip managers to lead, manage, and develop their employees.

As FHSU faculty or staff, your registration fee is complimentary, thanks to your FHSU Vice President! Limited funding is available annually per division.

Due to overwhelming response from the Academic Affairs division, the original allotment of funds was used. However, thanks to Dr. Briggs' continued support of professional development, he has generously agreed to extend the original amount. These additional funds for Academic Affairs are available on a first come, first serve basis.

Registration can be completed by calling Hannah Hilker, (785)-628-4121 or online at <https://webapps.fhsu.edu/MDC2.0/Default.aspx>.

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## 2018 CASA of the High Plains Valentine's Event

Saturday, February 10; 6:00pm

Robbins Center - FHSU

Please consider attending the yearly CASA Valentine's Event to help serve youth in your community. Tickets are \$60 each OR if you buy a table of eight, you pay the price of seven tickets. This comes with a plated meal, entertainment, an open bar, and a live and silent auction.

You can pay for your ticket through the link or you can write a check to CASA.

<https://events.ticketprinting.com/event/2018-Casa-Of-The-High-Plains-Valentines-Dinner-25632>.

Contact person: CASA Board Member: April Terry, [anterry2@fhsu.edu](mailto:anterry2@fhsu.edu), Rarick Hall 233J

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will run the next business day. Submissions will be accepted only from FHSU faculty, staff, and student organizations. **Submissions must include a headline, body text, and contact information only. Attachments, graphics and images will not be published (including signature line graphics),** but links to web pages may be included. Submitter is responsible for quality of content, which will be copied/pasted directly. **Replies to this message will not be responded to. Please send any inquiries regarding a Tiger Daily article directly to the submitter.** Only one Tiger Daily message will be sent per day.